



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

January 29, 2014

Beth Hill
301 3rd Ave
Stanwood, IA 52337

Dear Beth,

This letter is in regards to the 1/22/14 compliance check of your Level A, Registered Child Development Home. This visit also addressed the recent complaint that was received on your home. A separate complaint summary will be sent to you.

Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

☐ 110.5(1) Conditions in the home are safe, sanitary, and free of hazards.

Items under kitchen sink or child lock, 1st aid supplies for car, missing some outlet caps, need to post ER plans and add flood/evacuation plan, need more detectors, need no smoking clings, need pet records for Shelby

☐ 110.5(1)b All medicines and poisonous, toxic, or otherwise unsafe materials are secured from access by a child.

Move items under kitchen sink or child lock

☐ 110.5(1)c First-Aid supplies are available and easily accessible in the home, outdoor play area, any vehicle used to transport children, and on field trips.

Need supplies for car

☐ 110.5(1)c The first-aid kit is sufficient to address first aid related to minor injury or trauma and stored in an area not accessible to children.

Need supplies for car- at a minimum, it must contain bandaids, something to clean a wound, gloves, and tweezers.

☐ 110.5(1)e All accessible electrical outlets are safely capped.

Missing some

☐ 110.5(1)j Emergency and disaster plans for fire and tornado are written and posted by primary and secondary exits.

Need to post by primary and secondary doors

☐ 110.5(1)j The plans shall clearly map building evacuation routes in case of fire, a safe place indoors in case of tornado, and flood shelter areas.

Add flood/evacuation plan to all plans.

☐ 110.5(1)n Has a minimum of one single-station, battery-operated, UL-approved smoke detector in each child-occupied room and at the top of every stairway.

Add a few more detectors

☐ 110.5(1)n Each smoke detector has been installed according to manufacturer's recommendations.

☐ 110.5(1)o Nonsmoking signs posted at every entrance of the home and in every vehicle used to transport children. Signs include telephone # for reporting complaints, and www.iowasmokefreeair.gov.

Need signs

☐ 110.5(1)q All dogs and cats have annual examinations. Records of the exams are on file and must verify that routine immunizations are current and animal is free of endo and ecto parasites.

Shelby- new puppy, needs records.

☐ 110.5(2) A provider file is maintained and contains:

☐ 110.5(2)a A physician's signed statement of health and immunization status on the provider and all members of the household who may be present when children are in the home. Statements must be obtained at the time of initial registration and updated every two years.

Beth- need new one- on new form

Adri -immunizations

☐ 110.5(2)b Certificates or training verification documentation for:

☐ 110.5(2)b During the second year of registration and each succeeding year, twelve hours of approved training. At least six hours shall be in a group setting. If the provider has documentation of completing the ChildNet, PITC, or Beyond Business Basics series, these hours may be used to fulfill two year's training requirements, not including first aid and mandatory reporter training. A specific training shall not be used to meet requirements more than one time every five years.

Needs more training hours – took food trainings

☐ 110.5(2)c An individual file is maintained for each staff assistant and contains:

Ethan

He is not listed in Kindertrack as an approved assistant you need to contact the Child Care Assistance Unit @ 1-866-448-4605 in order to get him approved and list

☐ 110.5(2)c Certification of two hours of approved training relating to identification and reporting of child abuse within 6 months of employment and repeated every 5 years.

Need to be completed by Ethan if he is going to be used as a staff assistant in the child care setting.

☐ 110.5(8) Children's Files

☐ 110.5(8)c A signed medical consent from the parent authorizing emergency treatment.

Need for all children

☐ 110.5(8)e For infants and preschoolers: A statement of health signed by a physician submitted annually.

B.F, J.N, T.P, E.G, E. O, J.H

☐ 110.5(8)g A signed and dated immunization certificate provided by the state department of public health.

B.F, E. O, J.N, J.H, T.P, E. G

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration. **Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations by 3/17/14 .**

☐ Based on the items out of compliance listed above, you will be required to have a recheck or follow up visit to your home. **This visit will occur on or after 3/17/14.**

Please do not hesitate to contact me at DHS at 563-326-8215 if you have any questions regarding this letter.

Sincerely,

Kathy Huinker
Social Worker II

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 563-324-3236.

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to http://www.dhs.state.ia.us/Consumers/Child_Care/Professional_Development.html and you can sign up for training at <https://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).